

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING    47**  
**MARCH 2, 2011 – WORK SESSIONS**

**Public Works**  
**Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, March 2, 2011, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** **Angie Homola, Chair**  
**Helen Price Johnson, Member**  
**Kelly Emerson, Member**

**Staff:** **Pam Dill**

**Staff Present:** **Bill Oakes, Director, Joe Araucto, Steve Marx, Donna Keeler, Jack Taylor, Connie Bowers**

**Others Present:** **Elaine Marlow, Budget Director, Rufus Rose, Jeff Lauderdale**

Record Part 1 @00:32

**Roads**

**Subject:** **TIP Amendment**

**Attachment:** Memo & TIP Amendment

**Proposed Action:** Amendment to the approved 2011-2016 Island County Six Year Transportation Improvement Program to include funds for a Multi-Jurisdictional Roadway Signage Project; Federal Funds: \$100,000.00; Local Match requirement: \$13,500.00.

**Follow Up:** Okay with Board to move forward to Monday's agenda.

**Subject:** **Paving & Oiling Program**

**Attachment:** Memo, Program Mileage Summary, Paving & Oiling List and Road Maps

**Proposed Action:** Bill Oakes presented the Annual Paving and Oiling Program for the year 2011. Call for bids for asphalt oil, asphalt pick-up mix, and overlay contracts will come before the Board for consideration in the next few months.

**Follow Up:** Okay with Board.

**Subject:** **Discuss call for Bids for Liquid & Concrete Asphalt Supplies for 2011**

**Attachment:** Bid Proposals

**Proposed Action:** Approving Specifications and authorizing a Call for Bids for Liquid and Concrete Asphalt materials for the period of May 1, 2011 to May 1, 2012.

**Follow Up:** Okay with Board to move forward to Monday's agenda.

**Subject:** **West Beach Road Widening – CRP 11-02: WO No. 400**

**Attachment:** Memorandum & Contract Provisions Cover Sheet

**Proposed Action:** Project includes widening of 1400 lineal feet of West Beach Road to match the road width on both ends of this section of road. Construction items include concrete block walls on each side of the road, pervious HMA shoulders, HMA overlay of existing road, drainage items, curbing, guardrails and plantings on the west side of the road in front of the wall; Estimated cost of the project is \$550,000-\$650,000.

**Follow Up:** Okay with Board to advertise for call for bids.

**Subject:** **Bid Results for East Camano Drive/McElroy Drive Intersection Improvement Project – CRP 10-04; WO No. 195**

**Attachment:** Memorandum & bid results

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING    48**  
**MARCH 2, 2011 – WORK SESSIONS**

**Proposed Action:** Bill recommended the bid award to the lowest bidder, Colacurcio Brothers, Inc.; \$499,793.00

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Human Resources**  
**Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, March 2, 2011, at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff:** Pam Dill

**Staff Present:** Melanie Bacon, Human Resource Director

**Others Present:** Elaine Marlow, Budget Director, Greg Banks, Rufus Rose, Jeff Lauderdale

Record Part 1 @42:25

**Subject:** PAA

**Attachment:** yes

**Proposed Action:** Approval of classification change for Dan Mitchell from DPA I to DPA II at a salary grade DP15, effective March 1, 2011. – Okay with Board.

**Subject:** Continuing discussion on Performance Appraisals and Pay Plan

**Attachment:** yes

**Discussion:** Commissioner Emerson noted that at the Labor Relations Forum she attended last month some of the other counties mentioned that they had added phrasing to their performance reviews that base increases on the current local marketplace situation. Commissioner Emerson asked that the Pay Plan Policy be tabled while she contacts other counties to see what kind of language they are using to develop their policies using a market based approach.

Commissioner Homola would like to see procedures established for the performance appraisals. She suggested something along the lines of a "360 degree review" rather than a traditional performance appraisal where the employees are most often reviewed only by their supervisors.

**Follow up:** Continue discussion to a future work session.

**Island County Treasurer**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, March 2, 2011, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff:** Pam Dill

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING    49**  
**MARCH 2, 2011 – WORK SESSIONS**

**Present:** Ana María d Nunez, Treasurer, Jill Smith

**Others Present:** Elaine Marlow, Budget Director, Rufus Rose, Jeff Lauderdale

Record Part 1@01:03

**Subject:** Foreclosure fees and costs

**Attachment:** yes

**Proposed Action:** RCW 84.64.050 allows the county treasurer, with the consent of the Board to elect to issue a certificate for fewer than all years taxes, interest, and costs to a minimum of the taxes, interest, and costs for the earliest year. The Treasurer requested approval for issuance of a certificate of delinquency in the 2011 annual tax foreclosure only for collection of 2008 (and any earlier years) delinquent taxes, interest, and costs due to the current economic climate.

**Follow up:** Okay with Board to bring forward to a Monday's agenda after legal review.

**Subject:** Distraint and sale on personal property

**Attachment:** yes

**Proposed Action:** The Treasurer's Office has not done a distraint and sale on personal property, including mobiles, in the past. The Treasurer advised the Board that her office, on May 1, 2011, will begin assessing a fee of \$75.00 on mobile homes and personal property that are delinquent as of April 30, 2011, in anticipation of a forthcoming Distraint and Sale auction. Per RCW 84.56.070, the Treasurer's office "shall tax the same fees for making the distraint and sale...as are allowed by the law to sheriffs for making levy and sale of property..." Per the fee schedule provided by the Sheriff's department, the initial fee at beginning of proceedings assessed by the Sheriff is \$200.00.

**Human Services**  
**Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, March 2, 2011, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:**      **Angie Homola, Chair**                      **Staff: Pam Dill**  
   **Helen Price Johnson, Member**  
   **Kelly Emerson, Member**

**Staff Present:**      **Jackie Henderson, Director, Don Lupien, Beth Plush, Lynda Richards, Jamie Montoya**

**Others Present:**      **Elaine Marlow, Budget Director, Rufus Rose, Jeff Lauderdale**

Record Part 1@01:18:10

**Subject:** Chemical Dependency Treatment

**Attachment:** yes

**Proposed Action:** Jackie reported that the current provider will not be re-applying and they have had no responses to the Request for Proposal for chemical dependency treatment services in Island County. She is proposing that Human Services directly provide chemical dependency treatment services beginning July 1, 2011. Services will be provided and paid for by client fees and State and Federal funding.

## MARCH 2, 2011 – WORK SESSIONS

Jackie requested approval to start working with Human Services on a PAQ for the manager of the program. (Human Services will need to discuss necessary start-up money and repayment).

**Follow up:** Okay with Commissioner Homola and Commissioner Price Johnson to move forward with developing the program and discuss the details with the Board at a future work session. Commissioner Emerson will meet with Human Services staff to get a better understanding of the program.

## **Health Department Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, March 2, 2011, at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners: Angie Homola, Chair** **Staff: Pam Dill**  
**Helen Price Johnson, Member**  
**Kelly Emerson, Member**

**Staff Present:** Keith Higman, Director, Kerry Graves, Linda Telles, Dr. Roger Case, Suzanne Turner, Whitney Weber, Chris Leurkens, Carrie MacLachlan  
**Others Present:** Elaine Marlow, Budget Director, Jeff Lauderdale, Rufus Rose

*The first Health Department Work Session of the month is designated for informal discussion of Board of Health matters.*

Record Part 1@01:33:45

## Administration

**Subject: Board of Health Resolution in Support of a Medicine Return & Disposal Program**

**Attachment:** Resolution

**Proposed Action:** Resolution supporting a secure, convenient medicine return and disposal program to reduce the public safety and environmental impacts of unwanted medicines.

**Follow up:** Commissioner Homola moved to approve the Chair of the Board of Health sign onto Resolution HD-02-1. The motion was seconded by Commissioner Price Johnson and carried with a vote of two in favor and one opposed.

**Subject: Legislative updates**

**Attachment:** none

**Information:**

**House Bill 1015** – Expands requirements for exempting a child from certain immunization requirements. (*still active*)

**House Bill 1370** – Creates the medicine return association to finance and operate a product stewardship program for the collection, transportation, and disposal of unwanted covered drugs. Creates the pharmaceutical product stewardship program account. (*still active*)

**House Bill 1637** - Prohibits the Department of Health and local Boards of Health from requiring periodic maintenance and operation inspections of on-site sewage disposal systems more than once every three years if the system: (1) has a design flow of less than 3,500 gallons per day; and



**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING    52**  
**MARCH 2, 2011 – WORK SESSIONS**

**Budget Director**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, March 2, 2011, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director  
**Others Present:** Janet Hall, Betty Kemp, Keith Higman, Bill Oakes, Bob Pederson, Sheriff Mark Brown, Jackie Henderson, Kerry Graves, Sheilah Crider, Melanie Bacon, Rufus Rose, Jeff Lauderdale, Steve Erickson, Marianne Edain

Recording Part 3@00:05

**Subject:** Discussion concerning potential uses of Liquor Profits/Excise taxes to fund mission critical needs in county departments

**Attachments:** yes

**Proposed Action:** The Budget Director sent an email to Elected Officials and Department Heads asking to be provided with their department's single most critical need. Ms. Marlow compiled those responses, showing annual costs versus onetime costs, and reviewed them with the Board.

The need to clarify what percentage of the liquor profits go to Human Services for treatment and prevention of alcoholism and to the Sheriff for enforcement was noted.

**Follow up:** Discussion only, no decisions were made.

**EXECUTIVE SESSION ANNOUNCED**

Chair Homola announced the Board of Island County Commissioners would meet in Executive Session as allowed under RCW 42.30.110(1)(i) to discuss matters of potential litigation, with legal counsel, beginning at 2:00 p.m., in the Commissioners Hearing Room, County Annex Building, 1 NE 6<sup>th</sup> Street, Coupeville, Washington. The session was anticipated to last 15 minutes with no announcement afterwards in open public session.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Angie Homola, Chair

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Helen Price Johnson, Member

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Kelly Emerson, Member

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING    53**  
**MARCH 2, 2011 – WORK SESSIONS**

ATTEST:

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Elaine Marlow, Clerk of the Board